



Class A Rentals

Class A \$5.00/hour /\$15 booking fee
Non-commercial, public meetings advertised to the public, in which no admission fee, vendor fee and or donation is requested and which occur during normal operating hours (10:00 am-4:00 pm Monday-Friday) pay only \$5.00 an hour with a \$15 booking fee.

Ask at the time of your rental if you have questions regarding the policy. We do not have a non-profit rate.

Reservations

We will confirm your rental as soon as you fill out and sign the Facility Use Rental and Agreement Forms and submit payment. If you have any questions, please contact Carkeek Park at (206) 684-0877.

You may pay for facility rental by cash, credit card, check, money order, or cashier's check made payable to the City of Seattle. If payment is made by a personal check with insufficient funds in the account, the terms of the permit are canceled until the permit-tee pays the amount due. A \$20 NSF fee will be added to the total.



Refunds

Any person who reserves a room and requests a refund 14 days or more before the start will receive a refund minus a service charge. Any person who reserves a room and cancels fewer than 14 days before the date of rental will receive no refund.

Carkeek Park Room Rentals



Carkeek Park
950 NW Carkeek Park Road
Seattle, WA 98199
(206) 684-0877 (press 5)
www.seattle.gov/parks/parkspaces/carkeek.htm





Welcome to Carkeek Park!

Historic 186-acre Carkeek Park offers spectacular views of Puget Sound. Over six miles of trails wind through stream, beach and forest habitat, providing opportunities for natural exploration and recreation. Playground and picnic tables provide a perfect location for gatherings.

The award-winning Carkeek Park Environmental Learning Center is the perfect location for retreats, community events, evening classes, ceremonies, receptions, memorials, birthday parties and family gatherings.

Sustainable Building

rooftop rainwater harvest ♦ natural ventilation ♦ solar electric (photovoltaic) panels ♦ salmon-friendly native species landscaping ♦ environmentally friendly paints/coatings, adhesives, sealants, wood composites and carpeting ♦ recycled and salvaged products ♦ the use of regional materials which support our regional economy and reduce the energy, waste, and pollution associated with transportation.

Amenities

The Environmental Learning Center is over 800 square feet. Large doors at the end of the room open onto a small courtyard for increased ventilation and outdoor access. A sink, large counter spaces, refrigerator and a microwave are available; you are welcome to have catered events. Renters are welcome to use our tables, chairs and coffee maker. Large screens, dry erase boards and easels are available for presentations.



You are responsible for room set-up and clean-up. Recycling and garbage containers, a vacuum cleaner and supplies are available. We encourage renters to use recyclable items when possible.

Rental Rates

Weekends, evenings (after 4:00 pm)
\$52.00 hour/ \$32.00 booking fee

Weekdays, 10:00 am–4:00 pm
\$35.00 hour/\$15.00 booking fee

If multiple days are booked, only one booking fee will be charged. Additional fees may apply for holiday usage.

Alcohol

Alcohol may only be used in the building after hours. Renters serving alcohol must have \$1 million in Commercial General Liability coverage. If help is needed in acquiring this insurance, call (206) 386-0071. There is a \$500.00 refundable damage deposit and a \$60.00 non-refundable fee for all events involving alcohol.

